

LITTLE TRAVERSE BAY BANDS
OF ODAWA INDIANS
ECONOMIC DEVELOPMENT COMMISSION
MINUTES
MARCH 12, 2005

GOVERNMENTAL COMPLEX
HARBOR SPRINGS, MICHIGAN

Meeting called to order by Chair Kishigo at 9:51 am.

Smudging by Chair Kishigo and invocation by Jaime Barrientoz.

Roll call:

Present: Cheryl Kishigo, Patricia Dyer-Deckrow and Michael Givens.

Absent: John Bott excused.

Quorum established.

Staff: Jaime Barrientoz, Economic Development Director
Susan A. Swadling, Economic Development Assistant
Carrie Carlson, Enterprise Accountant

Motion made by Commissioner Dyer-Deckrow to adopt the agenda as presented and amended, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Motion made by Commissioner Dyer-Deckrow to adopt the minutes of February 5, 2005 as presented and amended, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Open public comment at 10:03 am.

Cheryl Kishigo, Patricia Dyer-Deckrow, Susan A. Swadling, Michael Givens and Jaime Barrientoz

Closed public comment at 10:17 am.

Motion made by Commissioner Dyer-Deckrow to accept the phone poll dated February 9, 2005, supported by Commissioner Givens.

Vote taken: 3yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Council feedback

Reviewed information received from Tribal Council. A request was made to list the items in the packet for easier reference.

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Discussion was held regarding commission stipends and the tax obligation incurred.

10:32 am. Break.

10:35 am. Reconvene.

Economic Development Director Report.

Jaime Barrientoz, Economic Development Director, submitted a written and verbal report, with the following highlights:

- CDFI training – discussion was held regarding staff attending the training.
- Intern this summer, law student to assist with development of legislation.
- Swipe card system
 - UPC codes for all products in the store
 - New membership cards will be sent with a letter (after approval)
 - Possibility to do inventory with system
- Tax agreement in May 2005
 - Tobacco quota – limits on cigarettes
 - Voucher system instead of reimbursement
- Research switching utilities to one meter for all government buildings
- Reviewed financials for Biindigen.
- Bell's – plan for 2005 and 2006 for Tribal Administrator with projected budgets; plan to open in three weeks
- Trap Net – Terry Samuels will be working, LTBB will be responsible for maintenance and storage of the boat. Projected budget for 2005 is \$62,753.00

Susan A. Swadling, Economic Development Assistant, reported on the Tribal Business Resource Center and Kings Inn.

Hal Dorf continues to have office hours at the center from 10:00 am to 2:00 pm on Mondays. The most common inquiries he receives concern the availability of funds for business start ups or expansions. Hal and Jaime will be attending the Northern Michigan Federal Economic Conference at the Holiday Inn on April 11, 2005 in Grayling.

Kings Inn 2005 plan and projected budget is being prepared for presentation to Tribal Council for the March 20th meeting.

At the Reservation Economic Summit 2005, defaults of loans were at 90% indicating that collections need to be addressed. One solution suggested the creation of a collection department.

Motion made by Commissioner Givens to accept the Economic Development Director and staff written and verbal reports, supported by Commissioner Dyer-Deckrow.

Vote taken: 3yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Break 12:38 pm.

Reconvene 1:30 pm.

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Motion made by Commissioner Dyer-Deckrow to support the process of converting the LTBB tax agreement to certificates of exemption versus the refund method with the State of Michigan, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Chair's report

- Quarterly report to Tribal Council on February 20th, 2005.
- Charter – two year plan for Odawa Enterprises and financial projection to include Bell's, Biindigen and Kings Inn.
- 2006 budgets are due next week.
- CDFI – will notify us if we got the grant in April, training will begin in Albuquerque, New Mexico (April 26 & 27, Tuesday & Wednesday) and continue throughout the year.
- Work session with Tribal Council on March 19th – issues to be addressed:
 - Priorities from Tribal Council
 - Direction from Tribal Council
 - Projects Tribal Council wants EDC to head
- Reviewed letter and resume from interested tribal member to serve on EDC

Commissioner Dyer-Deckrow left at 2:10 pm.

Commissioner Dyer-Deckrow returned at 2:11 pm.

Motion made by Commissioner Givens to authorize mileage, per diem and stipend for those commissioners able to attend the Tribal Council work session on March 19, 2005, supported by Commissioner Dyer-Deckrow.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Motion made by Commissioner Dyer-Deckrow to authorize Commission Chair or designee per diem, stipend and mileage for quarterly reports for the year 2005 to Tribal Council, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Motion made by Commissioner Dyer-Deckrow to authorize mileage, per diem and stipend for Commission Chair and Vice-Chair for attending the February 20th, 2005 Tribal Council meeting, supported by Commissioner Givens.

Vote taken: 2 yes, 0 no, 1 abstain (Chair Kishigo), 1 absent (Vice-Chair Bott).

Motion passed.

Motion made by Commissioner Dyer-Deckrow to accept the Chair's verbal report, supported by Commissioner Givens.

Vote taken: 2 yes, 0 no, 1 abstain (Chair Kishigo), 1 absent (Vice-Chair Bott).

Motion passed.

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Vice-Chair's report – no report.

Treasurer's report.

Discussion held on 2005 budget.

Motion made by Commissioner Dyer-Deckrow to approve the 2005 Economic Development Commission budget drafted on February 6, 2005 in the amount of \$75,924.00, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Motion made by Commissioner Givens to accept the Treasurer's written report, supported by Chair Kishigo.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Secretary's report.

Reviewed information received regarding Native Business, Economic Development Administration grants and Indian Community Development Block Grants.

Motion made by Commissioner Dyer-Deckrow to accept the Secretary's verbal report, supported by Chair Kishigo.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Community Development Financial Institution (CDFI) – work on timeline at the work session.

Corporation Charter – request a copy of final version from Legal Department.

Strategic Plan – table until next meeting.

Odawa Utilities – table to next month.

Universal Commercial Codes – Chair will follow up with Allie Maldonado.

Open public comment at 2:53 pm.

Susan A. Swadling, Cheryl Kishigo, Theresa Keshick

Close public comment at 2:53 pm.

Motion made by Commissioner Dyer-Deckrow to go into closed session, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

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Motion made by Commissioner Dyer-Deckrow to go into public session, supported by
Chair Kishigo.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Next meeting will be on April 9, 2005.

Motion made by Commissioner Dyer-Deckrow to adjourn the meeting, supported by
Commissioner Givens.

Vote taken: 3 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Bott).

Motion passed.

Meeting adjourned at 3:15 pm.

Michael Givens, Secretary